



SEXUAL ASSUALT AWARENESS MONTH (SAAM)

ARMY TOOLKIT 2007

Background

Sexual Assault Awareness Month (SAAM) has been long recognized by advocacy groups as a time to pay tribute to survivors of sexual assault, and to bring attention to the issue of sexual violence through outreach and education. In recent years, SAAM has moved into the national spotlight and has been fully embraced by the military community. On 26 June 2003, April became officially recognized as National Sexual Assault Awareness and Prevention Month when it was signed into law by President George W. Bush. Last year, the Under Secretary of Defense released a Memorandum entitled "Sexual Assault Awareness Month - 2006", honoring the observance of SAAM and launching the Department of Defense (DoD) 2006 SAAM theme; Sexual Assault Prevention...Begins With You. The Department of the Army (DA) rapidly followed suit by adopting the DoD's theme and officially recognizing SAAM.

With the Army's Sexual Assault Prevention and Response (SAPR) Program in its third year, the observance of SAAM presents a unique opportunity to build the knowledge and support necessary to confront sexual violence, to highlight victim advocacy and other support services, and to prevent future Sexual Assault Response victimization. Coordinators (SARCs) and Victim Advocate Coordinators (VACs), in collaboration with their Family Advocacy Program Managers (FAPMs), are responsible for organizing a collaborative SAAM campaign on their respective installations. The key to a successful SAAM implementation is involving Victim Advocates (VAs), FAPMs. Commanders, the Public Affairs Office (PAO), members of the Sexual Assault Review Board (SARB), local sexual assault centers, and other military and civilian organizations in the

planning process, preparation, and execution of events.

The purpose of this toolkit is to provide an overview of activities and events that could be adopted and modified by SARCs/VACs to commemorate SAAM. SARCs/VACs are encouraged to use the additional resource links provided, and interface with members of their installation to build a distinctive and appropriate calendar of events for their

IN THIS TOOLKIT

2007 SAAM Theme	page 2
Suggested Timeline	page 3
Funding	page 5
Sexual Assault Prevention	page 5
Sexual Assault Fact Sheet	page 6
Teal Ribbons	page 7
Training & Outreach	page 7
Proclamation & Pledge	page 7
Self-Defense Workshop	page 8
Candlelight Vigil	page 8
Guest Speakers	page 9
Deployed Environments	page 9
Other Creative Ideas	page 10
Appendices	page 11







particular military community. For Deployable SARCs (DSARCs), there is a section offering SAAM suggestions which could be implemented in deployed environments.

Advance planning techniques, additional resources, and sample documents are also included. Remember that events should be accessible to active duty Soldiers as well as other members of the military community. Per AR 600-20 Chapter 8, The Sexual Assault Prevention and Response Program, SARCs are required to promote sexual assault awareness year-round by scheduling events outside of SAAM. According to the guidelines provided in the Standard Operating Procedure (SOP) for Sexual Assault Awareness and Prevention (See Attachment A), SARCs/VACs are required to implement at least one SAAM event during April 2007.

SARCs/VACs and other first responders should work together to develop and publish a month-long calendar of events that highlight the SAPR Program and the resources available to victims of sexual assault year-round. Use this guide as a starting point, infuse your own creative ideas, collaborate with others, and most importantly - have fun planning SAAM 2007!

2007 SAAM Theme

The Department of Defense (DoD) and the Department of Army (DA) will be recognizing Sexual Assault Awareness Month (SAAM) in April 2007. In observance of 2007 SAAM, the DoD issued a Memorandum entitled "Sexual Assault Awareness Month - April 2007", and released a Department-wide theme; Stand Up Against Sexual Assault...Make a The DoD has distributed a Difference. SAAM 2007 Resource Guide and awareness materials to all installations. This theme should be incorporated into your installation's SAAM proclamations, publications, public service announcements (PSAs), and other events described in this resource packet. The core message should be shared with members of your installation SARB, the FAPM, the installation PAO, and members of the community. This theme provides us the opportunity to highlight the comprehensive

efforts throughout the Department to prevent sexual assault and improve the response to sexual assault victims. Incorporating this theme into installation publications and events will help illustrate that sexual assault prevention and response efforts at the local level are consistent with DoD's SAAM goals.

In 2006, many installations successfully inserted the DoD 2006 SAAM theme. Sexual Assault Prevention...Begins With You, into flyers, posters, proclamations, events, and articles about the SAPR Program. theme was released in a 23 Feb 06 Memorandum from Under Secretary of Defense David S. C. Chu. In March 2006, the released the ALARACT message 062/2006. "National Sexual Assault Awareness Month". This message directed Installation Commanders and leaders at all levels to work with their SARCs/VACs to use National SAAM to raise awareness amongst Soldiers about the issue of sexual assault, while incorporating the DoD theme. On 20 March 2006, General Shoomaker, Secretary of the Army Harvey, and Sergeant Major of the Army Preston issued a National SAAM Proclamation, reinforcing the Armv's commitment to creating a climate where victims report sexual assaults without fear or shame and offenders are held accountable (See Attachment B for a copy of last year's Army proclamation). Make sure to check the Army's SAPR website for updated details and information about SAAM 2007.

SUGGESTED TIP

SARCs, VACs, and other SAPR personnel should regularly check the Army's Sexual Assault Prevention and Response (SAPR) website, at www.sexualassault.army.mil and the DoD Sexual Assault Prevention and Response Office (SAPRO) website, at www.sapr.mil for the latest information about both the 2007 SAAM theme and resources. Information about SAAM 2006 is also currently available on these sites.







Suggested Timeline

Planning a successful 2007 SAAM takes time and organization. The following timeline is a suggested guide to help SARCs/VACs begin preparing for April 2007. This timeline should be shared with installation FAPMs, SARB members, PAOs, and other key responders.

Pre-Planning

- Meet with your FAPM to talk about ideas and goals for SAAM that would be appropriate to bring before the SARB. Run any suggestions for guest speakers past your FAPM first.
- Evaluate the level of SAPR Program awareness on your installation. Consider using the "SAPR Program Awareness Evaluation" included as part Attachment A, SOP for Sexual Assault Awareness and Prevention. This survey measure general intended to awareness of the SAPR Program, and will provide you with a baseline assessment of the current level of awareness on the installation. This information should be used to shape your installation's goals for SAAM.
- Contact the local sexual assault center to discuss options for collaborating on SAAM events.
- Request your FAPM's support to contact the Installation Commander and/or Senior Leaders to request a signed proclamation for 2007 SAAM (see more information under suggested events). If a request for a SAAM Proclamation is granted, consider collaborating with Command to plan a "Stand Down" and official proclamation signing for the beginning of April to kick-off the month-long activities.
- Coordinate events with the installation Provost Marshal's Office (PMO), Safety Officer, and Medical Treatment Facility (MTF).

February

- Request that the Installation Commander or designated chair of the SARB include a discussion of SAAM on the next SARB meeting agenda. Brainstorm ideas for new publications, events, and activities that will spotlight the SAPR Program. Consider having a mix of events that will appeal to both professional responders (e.g., crosstrainings, guest speakers, etc.) and to the larger community (e.g., self-defense classes, 5K runs, movie nights, etc.).
- If agreed upon by the chair, consider giving every member of the SARB a project or task to follow-up on for the next meeting (e.g., secure a location for an event, call a guest speaker, etc.).
- Develop a calendar of SAAM activities (See Attachment C of this Toolkit for a sample calendar from 2006 SAAM at Ft. Campbell). Include on the calendar any scheduled events, including informational booths, workshops, trainings, or other activities scheduled for SAAM. Request your FAPM's permission to publish this calendar on the FAP website, post it on bulletin boards throughout the installation, and share it with the PAO.
- Request your FAPM's permission to meet with your PAO to review the SAAM calendar and discuss strategies for media outreach. Remember that contractors cannot directly talk to any media outlets; however, contract SARCs and VACs can provide the PAO with statistics and other "talking points" consistent with the SAPR Program goals.
- Secure locations for any scheduled events.
 Consider holding events both on and off the installation, and during day and evening hours to ensure maximum participation.
- Discuss with your FAPM the possibility of sending a message to all Unit Commanders about scheduled events for SAAM. Recommend that Commanders provide unit refresher training.







March

- Follow-up with SARB members individually or at your SARB meeting and seek updates on members' respective projects. Seek members' support in recruiting volunteers for events that may need additional support (e.g., 5K runs, informational booths, etc.).
- Do a needs assessment of what materials/planning is still needed for each of your scheduled events. Ask yourself:
 - Is the location secured? If it is an outdoor location, is there a back-up plan? Will the location hold the expected number of participants?
 - How has the event been advertised? Are there flyers, posters, etc. to promote the event? Can other key responders assist with advertising?
 - Are volunteers available to assist with this event (e.g., collecting tickets, handing out flyers, etc.)?
 - Is the PAO involved in publicizing the event before and after it is held (e.g., press releases, articles about the event, etc.)?
 - Are all arrangements made for guest speaker(s)? Has a letter of confirmation been sent to guest speakers? Is transportation arranged? Are the speakers' AV equipment needs arranged? Are "thank you" gifts available for speakers?
 - Are Continuing Education Units (CEUs) available for professional development events?
 - Are certificates created? Are evaluations needed?
- Local SAAM events should be announced and posted. Distribute flyers, posters, brochures, and other publications highlighting the SAPR Program and SAAM throughout the installation.

- Work with the PAO to provide him/her with a copy of the SAAM calendar, information on all events, and statistics for any press releases, newspaper articles, and other media outreach efforts.
- Check the DA SAPR Program website (www.sexualassault.army.mil) for the latest information on SAAM resources.
- Utilize the DoD SAPRO SAAM 2007 theme, resource guide and materials (www.sapr.mil).

April

- Time for Action! Some suggested events could include:
- 1st week of April—kick-off the month with a "Stand Down" featuring a SAAM Proclamation Signing and Installation Pledge. Distribute copies of your SAAM calendar at the event, along with flyers/posters for upcoming SAAM activities. Work with the PAO to invite local media to these events.
- 2nd week of April—Create a SAAM informational booth, consider passing out teal ribbons and SAPR Program literature. Hand out approved Sexual Assault Prevention Tip Cards at installation gates and approved public places on the installation. Co-host a sexual assault prevention event with the local sexual assault center.
- 3rd week of April —Facilitate a selfdefense class. Sponsor a 5K run. Coordinate a safety event with the MTF or the Installation Fitness Center.
- 4th week of April—Host a recognition ceremony for Unit Victim Advocates (UVAs), inviting Commanders to recognize their UVAs' year of service.







Funding

Be creative but remain practical on what your particular installation can accomplish during SAAM. Developing a budget for SAAM and brainstorming on how to best utilize existing funds should be topics raised with your FAPM and SARB as early as possible. If funding is limited, consider hosting joint events with the Family Advocacy Program (FAP) around the Military Month of the Child, Child Abuse Awareness Month, or try to partner with other local organizations to co-host events. aware that soliciting donations sponsorship from outside agencies or organizations is strictly prohibited and should not be attempted by the SARC/VAC.

SUGGESTED TIP

Remember that April is also Child Abuse Awareness Month and the Military Month of the Child. Coordinate your SAAM resources with the FAP and attempt to host joint events.

Sexual Assault Prevention

There are a number of ways to *Stand Up Against Sexual Assault...*including engaging in preventative action during SAAM. Approved risk reduction safety cards, sexual assault prevention tip cards, or SAPR brochures can be developed and handed out to Soldiers and military community members at the installation gates while they are waiting to enter and leave post. Before implementing this activity, you should have your FAPM's approval and coordinate with representatives of law enforcement.

Some critical tips to publicize include promoting situational awareness, abstaining from drug and alcohol use, and utilizing the buddy system in all social settings. With the coordination of your FAPM and PAO, you can submit safety tips to the post newspaper and create safety cards/flyers (including the hotline number and installation SAPR POCs) for distribution throughout the local civilian community. Other advocates can assist you

to canvass local bars and restaurants; obtain permission from the management to leave safety cards or post SAPR flyers in the restrooms of these establishments. You may also want to post information about the SAPR Program at local agencies, hospitals, shopping centers, in the local paper, and on community bulletin boards. Again, remember to consult with your FAPM and PAO prior to engaging in any of these efforts.

If your installation currently has a sexual assault prevention plan in place, use SAAM as a time to touch base with your SARB to evaluate existing prevention goals and establish new strategies. In the event that your installation SARB is in the beginning stages of launching a comprehensive approach, consulting the SAPR Prevention and Awareness SOP (Appendix A) can help you to assist your SARB with prioritizing prevention and awareness objectives. As a SARC/VAC, you will also want to reach out to key personnel beyond the SARB -SGMs, 1SGs, and NCOs. Keep these groups informed on SAPR Program resources, recent policy and SAAM events as part of a strategy to target younger at-risk Soldiers in their units. One of the roles of a SGM, 1SG, and NCO is to provide a source of support and direction to other Soldiers within their units. Therefore, providing these respected groups with vital information they need to effectively promote sexual assault prevention and awareness will increase the breadth and impact of the Army's SAPR message.

The most effective prevention efforts occur on multiple fronts and at all levels. The Army's Combat Readiness Center (CRC), previously known as the Army Safety Center, is one resource that Commanders have at their disposal to assess risks to the health, well-being, and mission-readiness of Soldiers in their units. Sexual assault is not only a criminal act which threatens the health, safety and emotional welfare of individual victims, but it is contrary to Army Values, the Warrior Ethos, and poses an incalculable amount of damage to the cohesive foundation of the Army itself.





The CRC's webpage (https://crc.army.mil) outlines a Composite Risk Management (CRM) approach to risk-assessment which Commanders can implement to understand the risks of sexual assault among other possible hazards to their Soldiers. Attempting to comprehend the issue through statistical methods is a vital first step that Commanders can take to lay the groundwork for a needsbased preventative approach within each unit.

Sexual Assault Fact Sheet

Creating flyers with basic statistical information about the prevalence of sexual assault and distributing it among members of the military community is a simple way to raise awareness and help the public grasp the importance of the Army's SAPR Program. Sharing confirmed statistics from your installation or surrounding area can help to

SUGGESTED RESOURCES

The following reports and websites may be helpful sources of statistics on sexual assault, but remember to apply discretion when selecting material:

Task Force Report on Care for Victims of Sexual Assault - DoD (2004)

www.sapr.mil/HomePage.aspx?Topic=Reso urces

DoD Report of Sexual Assaults in CY 2005 -Executive Summary www.defenselink.mil/news/Mar2006/d200603

16SexualAssaultReport.pdf

SAAM 2007 Resource Guide - DoD SAPRO. Sample statistics are provided in this document.

www.sapr.mil/contents/references/SAPRO% 20Resource%20Guide%20SAAM%202007.pd

make the message more personally relevant to your community. With any statistics you select, make sure to give credit where credit is due and always provide citations for sources directly on the fact sheet. Remember to keep your statistics brief, not too graphic,

and current for maximum impact. This fact sheet can be used and distributed again and again at awareness events throughout the year. Remember to periodically update your statistics and add new sources.

SUGGESTED RESOURCES, CONT'D

The following reports and websites may be helpful sources of statistics on sexual assault, but remember to apply discretion when selecting material:

FBI Uniform Crime Reports (2005) www.fbi.gov/ucr/2005prelim/2005openpage. htm

Sexual Violence Statistics - National Center for Victims of Crime

www.ncvc.org/ncvc/main.aspx?dbName=Do cumentViewer&DocumentID=32291

National Sexual Violence Resource Center www.nsvrc.org

Myths and Facts of Sexual Assault - Army **UVA/IVA Training Support Package, Module** One (see Attachment D for this resource)

Myths and Facts About Male Victims of Rape - Men Against Sexual Violence Toolkit Curriculum, Pennsylvania Coalition Against Rape (2005, pg. 85)

www.menagainstsexualviolence.org/toolkit/t oolkit.pdf

Extent, Nature and Consequences of Rape Victimization: Findings from the National Violence Against Women Survey - Patricia Tjaden and Nancy Thoennes (2006)

www.ncjrs.gov/pdffiles1/nij/210346.pdf

It is the responsibility of the SARC/VAC to ensure that the information published on the fact sheet is recent, accurate, appropriate, and unbiased. Be a critical thinker rather than just a consumer of all information you find on the Internet or other media. Your FAPM can provide a valuable

second opinion and should review the final product before it goes to print.







Teal Ribbons

Teal is the official color representing SAAM, and distributing ribbons to members of the military community can be a great way to garner support and attention for your cause. These are relatively inexpensive, especially when purchased in bulk or at a craft store and assembled by hand. You will want to bring estimates for the supplies and discuss funding options with your FAPM and SARB first. If you are creating them by hand, enlist the support of other advocates on the installation. Once the ribbons are created, you may decide to either hand them out at SAAM events, the post commissary, or at the installation gates while people are entering or exiting.

Training & Outreach to Units

SAAM is the perfect time for Commanders to schedule annual unit refresher training to increase awareness and bolster prevention efforts. The Army's SAPR Program website (www.sexualassault.army.mil) lists through senior leadership training support packages (TSPs) created by TRADOC. As a SARC/VAC, you can offer your assistance to Command as a subject-matter expert in sexual assault prevention and awareness. Offer to coordinate with your Sexual Assault Trainer (SAT) and other first responders who would be willing to assist Commanders with meeting additional training goals for the month.

April may also be an appropriate time for Commanders to request training for new UVAs. Coordinate this training as requested and consider hosting an official UVA graduation or a ceremony honoring existing UVAs/IVAs. If approved by your FAPM, consider asking the Installation Commander or other Senior Leaders to preside over a UVA graduation or certification ceremony.

Proclamation & Installation Pledge

Consider working with your FAPM and members of your SARB to develop a SAAM proclamation, which can be signed by the Installation Commander (See Attachment C

for a sample proclamation). With the support of the FAPM, you should approach the Installation Commander with this concept.

If the Installation Commander is willing, draft proclamation for his/her approval highlighting some statistics about sexual violence, the key components of the SAPR program, the strategy that leadership on your installation is taking to addressing issues of violence. and reinforcina sexual commitment of the Installation Commander and the installation to sexual assault prevention and response. Include the 2007 DoD and/or Army theme for SAAM. Encourage the Installation Commander to officially sign this proclamation at a safety "Stand Down" or another commemorative event during SAAM. If possible, and with the of the PAO. permission inform representatives from the installation or local media of the event and invite them to cover the proclamation signing and/or to reprint the proclamation in their publications.

An Installation Pledge is a visual display of solidarity against sexual violence which community, members of the military installation advocates, and first responders can sign. This can be a large display or oversized poster board exhibited in a public place which lists the installation's own sexual assault prevention and response goals for the coming year, and/or personal ways that each member of the community can contribute to preventing sexual assault (e.g., "I will support victims of sexual assault who confide in me, and help them to get the assistance they want and need."; "I will refrain from making jokes that sexualize and degrade men or women."). Ask members of the military community to sign-up as partners in that mission, either by having them sign the pledge directly or by creating small card-stock flyers that people can write their names on and can be stuck to this display. Take a count of the number of people who have signed the Installation Pledge over the SAAM month and announce this number at an awareness event or publicize it in the media.







Self-Defense Workshop

Self-defense workshops are a popular event to host, but also require much advance coordination preparation and Attachment C for a sample flyer from a 2006 SAAM Self-Defense Workshop). If you are considering a self-defense project (as with any other SAAM event) you will want to seek feedback and approval from your FAPM and your SARB. You may want to approach your UVAs to get their advice on how to gain Command support for a workshop. Before initiating such a project, you may want to take the time to informally poll Soldiers and family members on your installation to answer some of the following questions:

- Is there enough interest to justify a workshop?
- Who is interested in participating in adult classes (i.e., only women, men)?
- Are children and teen self-defense classes a priority on the installation?
- What is the best time of day/day of the week to offer classes?
- How long should classes last?

Consider partnering with the installation's MPs, local law enforcement, your local YWCA, or a nearby organization that specializes in martial arts or self-defense workshops. If possible, consider conducting the class off-base. You may find someone to volunteer to run the class (preferably a certified instructor); your MPs or local law enforcement may have qualified instructors who would run free classes as a public service.

If you are considering offering self-defense workshops to both men and women, it is recommended that you offer same-sex classes. In order to learn self-defense techniques safely and effectively, participants may need to commit to an intensive day-long workshop or as a series of classes over a period of time. Participants should sign an injury waiver indicating that they are in good health, or they have been warned about the

potential consequences of engaging in physical self-defense.

Your state's coalition against sexual assault may have information on existing self-defense programs. The following link from the National Sexual Violence Resource Center (NSVRC) lists contact numbers for each state's coalition alphabetically:

 $\frac{www.nsvrc.org/resources/orgs/coalitions/inde}{x.html}$

The following are two examples of existing self-defense curricula:

Rape Aggression Defense (R.A.D.) Systems

www.rad-systems.com/index.html

Impact Personal Safety

www.prepareinc.com/

Candlelight Vigil

One common event that can be found in both military and community SAAM calendars is the Candlelight Vigil honoring survivors of sexual assault. With the support of your FAPM, you may want to approach the Chaplain and/or representatives of the local faith community to launch this idea. Drip pans for candles can easily be created from cardboard or card-stock cutouts.

This type of ceremony can be coordinated with the Proclamation signing, some words from the Commander or another representative, or perhaps a local or regional guest speaker. Remember, no names of survivors or other identifying information should be read aloud at the ceremony.







Guest Speakers

You can invigorate your SAAM agenda by inviting a guest speaker, arranging a professional panel, or a workshop to discuss current national or local issues and bestpractices in sexual assault prevention and response. Talk with your FAPM and SARB to generate a few topics of interest, to develop list of possible speakers to contact, and to determine a budget for booking the speaker and hosting the event. Make sure that you run the list of potential candidates by your FAPM or your installation's PAO for approval before making any initial contacts. If your local hospital or rape crisis center is already hosting a speaker for SAAM or Child Abuse Awareness Month, offer to partner with that organization.

In addition to enlisting speakers from your installation, you may want to invite speakers who are Senior Leaders or Service Members at nearby Army posts, or members of the National Guard, Navy, Marines, or Air Force who serve as first responders for their respective SAPR Programs. A representative from a national organization (e.g., the National Sexual Violence Resource Center www.nsvrc.org, or the National Center for Crime Victims οf www.ncvc.org), spokesperson from your state's coalition against sexual assault, the director of a local rape crisis center, or a faculty member from a local university may be willing to give a speech or participate on a panel. Network with other SARCs at different installations; they may be able to recommend dynamic speakers that they have previously used.

Coordinate with members of your SARB to assist with logistics, advertising (e.g., word of mouth, email, other media), providing technical support, refreshments, and certificates of completion for the event. See if your local community college or university will offer Continuing Education Units (CEUs) for workshops or other professional development events. If possible, arrange for thank you gifts for your speaker or panel. Interface with your PAO to invite the media to cover the event.

Deployed Environments

Deployable SARCs (DSARCs) can plan a number of Sexual Assault prevention and activities during awareness SAAM. deployed environments Recognizing that present unique challenges and limitations in implementing the SAPR Program, SAAM provides an additional opportunity to market the SAPR Program, to emphasize sexual assault prevention and awareness, and to identify areas for program improvement. Making a concerted effort to build stronger relationships and improve communication with your SARB and with individual first responders (Commanders, PAO, JAG, CID, Sexual Assault Clinical Provider or SACP, Sexual Assault Care Coordinator or SACC, Chaplain, Mental Health, etc.) is one way to commemorate SAAM and also strengthen the SAPR Program. Set aside a SARB meeting to review and update local SOPs and develop new SOPs as necessary. Recommend changes as appropriate to SOPs developed by Family and Morale. Welfare and Recreation Command (FMWRC) and other stake holders. Your SARB may be able to realistically advise which activities or marketing strategies would be possible to implement in your area.

With the help of your PAO and your SARB, it may be possible to distribute an informational e-mail to Soldiers which includes statistics about sexual assault, information about reporting options, safety tips, and a list of available SAPR resources. Obtaining Commander support to provide additional UVA and unit level training or outreach to units during SAAM is also recommended. You may want to post SAPR flyers in the Combat Support Hospital (CSH), the latrines, the mess hall, or on company bulletin boards to reach the largest audience possible. Such flyers should emphasize safety precautions. victims' reporting options, and list contact information for key SAPR POCs, including area UVAs and DSARCS, as well as for Military OneSource.







Other Creative Ideas

Be creative and think "outside of the box" when considering events to target different audiences during SAAM. During SAAM in April of 2006 and Domestic Violence Awareness Month (DVAM) in October of 2006, SARCs/VACs, VAs, and FAPMs collaborated with other first responders to sponsor some of the following events and activities:

- 5 K Run/Walk
- Movie Night
- · Community Chili Cook-off
- Golf Tournament
- Tree Planting Ceremony
- Media Releases
- Public Service Announcements (PSAs)
- Community Outreach in Schools
- · Information Booths and Displays

Each installation has different strengths and areas to improve on when it comes to their SAPR Program; the activities you choose should capitalize upon your collective strengths and reflect the culture and uniqueness of your particular location. The chosen activities should also attempt to address your installation's specific needs and concerns around sexual assault. Your FAPM and members of your SARB can help you to determine which projects will be the best fit and draw the most community support from your installation.

In conclusion, good luck and have fun planning 2007 SAAM!







SAAM 2007 TOOLKIT APPENDICES







APPENDIX A: SOP FOR SEXUAL ASSAULT AWARENESS AND PREVENTION



U.S. ARMY SEXUAL ASSAULT PREVENTION AND RESPONSE (SAPR) PROGRAM

STANDARD OPERATING PROCEDURE (SOP) FOR SEXUAL ASSAULT AWARENESS AND PREVENTION

1. **Purpose:** To provide guidance regarding the coordination and implementation of Sexual Assault Prevention and Response (SAPR) Program awareness and prevention requirement.

2. References:

- a. Army Regulation 600-20 Chapter 8. Sexual Assault Prevention and Response Program. Available online at: http://www.sexualassault.army.mil/content/policy_reg.cfm
- U.S. Army Sexual Assault Prevention and Response Program Training Support Packages (TSPs). Available online at: http://www.sexualassault.army.mil/content/trainingpackages.cfm
- c. DoD Instruction (DoDI) 6495.02 Sexual Assault Prevention and Response Program Procedures. Available online at http://www.sapr.mil/contents/referencesIDOD 1649502p.pdf
- 3. **Scope:** This SOP applies to all Army personnel who function in the capacity of a Sexual Assault Response Coordinator (SARC).
- 4. **Awareness and Prevention Planning Process**: The SARC, in collaboration with the Family Advocacy Program Manager (FAPM), will ensure that sexual assault prevention and education services are available for all Soldiers, both on and off post, by providing essential management and coordination.
 - a. The SARC will establish and periodically re-evaluate the local needs of the military community and incorporate those needs into awareness and prevention planning.
 - 1) The SARC should undertake needs assessments with the input of the Installation Commander, Senior Mission Commander, and/or Sexual Assault Review Board (SARB) and the Family Advocacy Program Manager (FAPM).
 - 2) During select SARB meetings, the SARC should obtain feedback from senior leaders and first responders in order to: identify the current local issues pertaining to sexual assault; discuss prevention and awareness goals and efforts; recognize perceived gaps in SAPR Program efforts; and identify concerns and

knowledge gaps among Command and first responders. To assist in this process, the SARC should lead an informal discussion to brainstorm on these topics. The SARC may use the Senior Leader/SARB form as a guideline for suggested topics (See Attachment A for Senior Leader/SARB Discussion Guidance).

- 3) Semi-annually, the SARC should formally assess sexual assault data (e.g., number of assaults occurring, number of restricted/unrestricted cases, victim demographics, offender demographics in founded cases, locations of assaults, etc.) for trends and patterns that can be utilized to identify local needs and inform prevention and awareness recommendations.
- b. Once the local needs are identified, the SARC and the SARB should design a comprehensive prevention/awareness plan .and/or modify the existing prevention/awareness plan to address them. The SARC and the SARB should decide upon direct steps to counter the needs, outline goals and objectives within the plan, and work towards implementation of the proposal.
- c. The SARC should obtain input from sexual assault resource and crisis centers, hospitals, law enforcement, and other relevant organizations in the civilian community when developing sexual assault awareness/prevention plans.
 - 1) The SARC should develop a comprehensive list of awareness/prevention services and resources provided by civilian agencies and organizations, and periodically update this list.
 - 2) The comprehensive awareness/prevention services list should be provided to all IV As and UV As.
- d. On a quarterly basis, the SARC will ensure that all SAPR Program updates related to awareness/prevention efforts are reported to the Installation Commander, Senior Mission Commander), or their designated representatives, and the SARB.
- **5. Training Requirements:** The SARC will assist Command with fulfilling SAPR Program training requirements in accordance with AR 600-20 Chapter 8.
 - a. The SARC will conduct senior leader training to increase understanding of sexual assault issues, high-risk behavior, victim assistance programs (e.g., off-post Rape Crisis Centers), and awareness/prevention efforts.

- 1) The SARC will utilize the Senior Leader TSP developed by TRADOC, and available on the Army's Sexual Assault Prevention and Response website.
- 2) The SARC will incorporate local sexual assault data, needs assessment data, relevant SOPs, MOAs/MOUs, and updates on current awareness/prevention efforts into the existing training curriculum for senior leader awareness/prevention training based upon Command guidance. The SARC should disseminate information collected during the needs assessment phase; guidance regarding needs assessment is outlined in Section 4 of this SOP.
- 3) Senior leader training should occur on an annual basis.
- b. The SARC will assist Command in meeting baseline and annual sexual assault prevention and response training requirements, including newcomer and orientation briefings. The SARC may also assist Commanders in developing and/or conducting Professional Military Education (PME) training, Unit Level training, Pre-Deployment training, and Responder training.
 - 1) The SARC will serve as a "subject matter expert" during sexual assault trainings as requested by Command.
 - 2) When appropriate for the SARC's specific location (and requested by the training institution leadership), the SARC will utilize the Basic Combat Training, Pre-Commissioning/Basic Officer Leadership Course 1, Drill Sergeant School, New Leader, and Intermediate Leader TSPs developed by TRADOC, and available on the Army's Sexual Assault Prevention and Response (SAPR) website. (Note: SARCs are not responsible for training Soldiers in TRADOC schools, but are not prohibited from assisting with training)
 - 3) The Unit Refresher TSP (also available on the Army SAPR website) will be used (when requested by the Command) to assist Command with conducting annual unit refresher training. (Note: SARCs are not responsible for conducting annual unit refresher training, but are not prohibited from assisting with training)
 - 4) The SARC will incorporate local sexual assault data, needs assessment data, relevant SOPs, MOAs/MOUs, and updates on current awareness/prevention efforts into the existing training curriculum for awareness/prevention training based upon Command guidance. The SARC should disseminate information

collected during the needs assessment phase; guidance regarding needs assessment is outlined in Section 4 of this SOP.

- 6. Marketing/Promotion: The SARC will ensure widespread recognition of the SAPR Program and disseminate information on the policy, program initiatives, and services in collaboration with the installation Public Affairs Officer (PAD).
 - a. With the input of the PAO, the SARC should devise and implement strategies for capturing the attention of command personnel, other key responders, and Soldiers regarding sexual assault issues and the SAPR Program.
 - 1) The SARC will distribute and make available take-away information (e.g., pamphlets, booklets, telephone numbers for the SARC, UV *As/N* As, etc.)
 - 2) The SARC will coordinate installation/unit advertising and media campaigns designed to promote an understanding of policy guidelines and features of the SAPR program (e.g., via posters, fliers, closed-circuit television ads, public service announcements, news articles, email etc.)
 - 3) The SARC will use media campaigns to promote Sexual Assault Awareness Month and other prevention/awareness activities, which are further outlined in Section 7 of this SOP.
 - b. The SARC must coordinate with the Public Affairs Office prior to speaking with anyone regarding the SAPR Program, to include news reporters, authors, radio announcers, etc.
 - 1) Upon request, the PAO will provide talking points for communication with media organizations.
- 7. Sexual Assault Awareness Events: The SARC, in collaboration with the FAPM, will initiate and/or collaborate on awareness/prevention events. These events should be accessible to active duty Soldiers and members of the military community.
 - a. Annually, the SARC will organize and implement at least one event to promote Sexual Assault Awareness Month (e.g., articles, proclamations, command letters, self-defense class, Clothesline Project without identifiable information, presentation by a panel of experts, information booth, film night, clothing-drive, etc.). Sexual Assault Awareness Month is commemorated in April.

- b. The SARC should incorporate DoD and Army Sexual Assault Awareness Month themes, materials, and handouts when planning for awareness/prevention events. Such material should be disseminated at Sexual Assault Awareness Month events.
- c. The SARC should organize and implement at least one other event outside of the month of April to promote sexual assault awareness year-round (e.g., "town hall" meeting to discuss sexual assault issues, guest speaker, self-defense class, film night, etc.).
- d. The SARC should collaborate with the SARB, military first responders, civilian agencies, and/or others (e.g., Family Readiness Group, FAPM, Army Community Services, etc.) to plan, organize, and implement awareness/prevention events.
- **8. Evaluation of SAPR Awareness:** Annually, the SARC will conduct evaluations of the active duty population to measure the level of basic SAPR awareness on the installation or in the deployed environment.
 - a. The SARC should use the SAPR Program Awareness Evaluation form or develop another survey to measure general awareness of the SAPR Program (See Attachment B for a sample SAPR Program Awareness Evaluation form).
 - 1) The SARC should survey the general active duty population on an installation or in theater, when appropriate. Some of the strategies to distribute surveys can include: setting up an evaluation website to survey electronically and process surveys anonymously; sending the survey via email; sending the survey via mail; distributing/collecting surveys in person (e.g., set up a booth in the PX or other common areas to poll Soldiers).
 - 2) The SARC should consider staggering the awareness evaluation process so that it does not coincide with the needs-assessment efforts.
 - b. Evaluation data can be used to inform awareness planning, which is outlined in Section 4 of this SOP.
 - c. Based on evaluation information, the SARC will make recommendations to the SARB and provide other reports as requested through IMA.

Attachment A: Senior Leader/SARB Discussion Guidance

The following questions can be used to brainstorm and stimulate discussion regarding sexual assault issues and awareness/prevention strategies with your SARB.

- 1) As a senior leader or first responder, what do you believe are three of the greatest challenges facing the SAPR Program in the area of *awareness/prevention?*
- 2) How would you suggest the most pressing problem(s) on your list be addressed?
- 3) What is being done on the installation to emphasize the connection between alcohol use and sexual assault?
 - Do you think enough is being done in this area?
 - How would you suggest that the connection between alcohol use and sexual assault be further addressed?
- 4) What is being done on the installation/in theater to target the population at greatest risk for committing sexual assault or being victimized (e.g., junior enlisted Soldiers, Soldiers between the ages of 17-24)?
 - Do you think enough is being done in this area?
 - How should the SAPR Program attempt to reach the population at greatest risk for committing sexual assault or being victimized?
- 5) Are you aware of any recent sexual assault awareness/prevention events or activities that have taken place on the installation/in theater?
 - Are these events well attended?
 - What can the SAPR Program do to attract a bigger audience, or make the events more relevant to the military community?
- 6) Do you think enough awareness/prevention events or activities are being organized on the installation/in theater?
 - How many events or activities per year should be organized by the SAPR Program?

7) Do you have any suggestions	for future awareness/prevention programming?
□ Sneaker	□ Clothing-drive

- Speaker	- Clothing-drive
☐ Panel of Experts/First Responders	☐ Take Back the Night March
☐ Clothesline Project	☐ Information Booths
☐ Self-Defense Courses	☐ Town/Community Meeting
☐ Film Night/Discussion	☐ Safe Dating Workshop
□ Other	□ Other
□ Other	□ Other

8) What do you think are the best way(s) to market or promote sexual assault awareness/prevention on the installation/in theater?			
□ Posters/Fliers	☐ Closed-Circuit/Local TV Ads		
☐ Public Service Announcements (TV/Radio)	☐ Other Media Coverage (e.g. TV news		
☐ Installation Webpage	profiles, newspaper articles, press		
□ Email	releases, etc.)		
☐ Pamphlets/Booklets	☐ Command Letters		
☐ Proclamations	☐ Word of Mouth		
☐ Other	□ Other		
☐ Other	□ Other		

Attachment B: SAPR Program Awareness Evaluation

The following questions will ask you about YOllr impressions of the Army's Sexual Assault Prevention and Response (SAPR) Progral II. There are IlO wrong answers, so please be honest with your responses.

1) On a scale of 1-3, how much do you know about the Army's Sexual Assault

Í	Prevention and Response Program?		
	1 I've never heard of the program	2 I know a little bit about the program	3 I know a lot about the program
2)	2) The Army offers an option for Soldiers to make a confidential report of sexual assault.		
True or False?			
3)	3) If you were a victim of sexual assault but did not want to start an official		

3) If you were a victim of sexual assault but did not want to start an official investigation into the incident, on a scale of 1-5 how much confidence would you have that the Army's Sexual Assault Prevention and Response Program could protect your identity and keep specific information about your assault confidential from your commanding officers?

1	2	3	4	5
No	Very little	Unsure/	Moderate	Extreme
confidence	confidence	Neutral	confidence	confidence

4) Have you seen any advertisements, fliers, or posters about the Army's Sexual Assault Prevention and Response Program around post?

Yes or No?

5) In the past 12 months, have you received any training on the Army's Sexual Assault Prevention and Response Program?

Yes or No?

6) Do you think victims of sexual assault on your installation are treated with dignity, fairness, and respect?

Yes or No?





APPENDIX B: US ARMY PROCLAMATION FOR 2006 SAAM





DEPARTMENT OF THE ARMY WASHINGTON DC 20310

MAR 2 0 2006

Sexual Assault Awareness Month - April 2006

Sexual Assault is contrary to Army values, degrades mission readiness, and is a crime. It has no place in our Army. Over the past 18 months, the Army has implemented a comprehensive Sexual Assault Prevention and Response (SAPR) Program to help address this problem. We have made much progress, but we still have a long way to go.

During 2005, the Army had over 1200 reported cases of sexual assault in which either the alleged perpetrator or the victim was a Soldier - more than a 70% increase from 2004. Such an increase in reported cases does not necessarily mean an increase in the actual number of sexual assaults, but it does highlight the magnitude of our problem. While there are strong indications that recent command emphasis, along with Army policy and training initiatives have created a willingness in more victims to report sexual assaults, many still do not come forward. One of the SAPR Program's goals is to create a climate that encourages victims to report without fear or shame so they can receive the help they need and so perpetrators receive the punishment they deserve.

April is National Sexual Assault Awareness Month. Leaders must fully implement and enforce the Army's SAPR Program contained in Chapter 8, AR 600-20 and create a climate that minimizes sexual assault and encourages reporting. Soldiers must continue to live by the Army Values and treat each other with dignity and respect. By doing so, we will take great strides toward eliminating sexual assault in our Army.

Kenneth O. Preston
Sergeant Major of the Army

Peter J. Schoomaker

General, United States Army

Secretary of the Army

Chief of Staff





APPENDIX C: SAMPLE MATERIALS FROM 2006 SAAM

Sexual Assault Awareness Month Proclamation, Sexual Assault Awareness Month Calendar, and Self-Defense Course for Women flier created by Ms. Rosalind Thompson, Sexual Assault Response Coordinator (SARC) for Fort Campbell, and Ms. Jayme Stalder, former Sexual Assault Trainer (SAT) for Fort Campbell.

Sexual Assault Awareness Month posters created by Ms. Stacey Barnes, Sexual Assault Trainer (SAT) for the Korea Region.



SEXUAL ASSAULT AWARENESS MONTH PROCLAMATION

Our Army-based campaign to prevent sexual violence is ongoing. Each year, public officials across the Unites States declare the month of April as Sexual Assault Awareness Month. We do this to call attention to the problem and to recommit ourselves to our goals.

Our campaign against sexual violence will succeed. Sexual violence is a devastating and intolerable crime, affecting men, women, and children of all races, ages, cultures, economic situations, and abilities. In 2004, all military services increased their efforts to end sexual violence. Through our Sexual Assault Prevention and Response Program, the Army affirms its commitment to supporting and caring for victims of sexual assault and to ensuring that victims and offenders are treated according to Army policy.

Our leadership is important. Sexual violence is a major social problem in homes, schools, and within communities across our nation, resulting in countless physical, mental, and other health consequences. What we accomplish in the military can have positive results in the civilian community as well. Everyone at this installation must be a role model for what is right and just when it comes to sexual violence. We must continue to build strong partnerships with the civilian community, so we can share our best awareness and prevention efforts.

Our command commitment to sexual assault prevention is comprehensive. Sexual violence that occurs in our military families undermines our military values and objectives. Sexual assault is a criminal offense and has no place in the Army. It seriously affects our youth, with one out of every three girls and one out of every six boys being sexually abused before the age of 18. Rape remains the most underreported crime in the United States. This is all the more reason we must be vigilant in our campaign against sexual violence. We will succeed.

Our Sexual Assault Prevention and Response Program is committed to eliminating sexual violence through education and community action across Fort Campbell and promoting equality, safety, and respect among all individuals. The national motto for our campaign for 2006, therefore, declares, "It's About Time to Prevent Sexual Violence: Speak Out." To further our campaign, I, Larry D. Ruggley, Colonel, U.S. Army, Commanding, do hereby proclaim April 2006 as Sexual Assault Awareness month at Fort Campbell, Kentucky. I call upon every member of this community to join in the campaign and to participate fully in activities and events to observe Sexual Assault Awareness Month. In doing so, our efforts to prevent sexual violence will strengthen the communities in which we live.

RRND. RUGGLEY COL, SF Commander USAG

SEXUAL ASSAULT AWARENESS MONTH

NATIONAL MOTTO IT'S ABOUT TIME TO PREVENT SEXUAL VIOLENCE: SPEAK OUT

To: THE COMMUNITY OF FORT CAMPBELL

From: SEXUAL ASSAULT PREVENTION AND RESPONSE PROGRAM

What: SEXUAL ASSAULT AWARENESS MONTH SCHEDULED ACTIVITIES

DATE	TIME	EVENT	LOCATION
3 A pril 06	1800- 2000	Montgomery County Sheriff's Department & CID Sexual Assault Awareness Presentation	Ed. Center Auditorium 202 Bastogne Ave, FTCKY
6 A pril 06	1100- 1300	Community Education and Awareness: Info Booth	Foyer Main PX
12 A pril 06	1800-	H opkinsville Police Department & CID	Ed. Center Auditorium
12 A prii 00	2000	Sexual Assault Awareness Presentation	202 Bastogne Ave, FTCKY
13 A pril 06	1100- 1300	Community Education and Awareness: Info Booth	Foyer Main PX
20 A pril 06	1100- 1300	Community Education and Awareness: Info Booth	Foyer Main PX
Throughout April	Daily	Community Education and Awareness: Info Booth—Unmanned	R. F. Sink Library
MAY 1, 3, 8,	1800-	A Four Session Rape Aggression Defense	(270) 412-5497
10, 2006	2100	(R.A.D.) Self Defense Course for Women	For more information

Why: The implementation of the Army's new Sexual Assault Prevention and Response Program (SAPR-P) began on 14 June 2005. This program offers various services to those who are sexually assaulted. Additionally, this program offers a confidential reporting option for Soldiers. Family members and civilians may also access services through this program. Victim Advocacy services are available 24/7/365. Our goal is to eliminate incidents of sexual violence in our community through awareness and education. All activities are free of charge.

POC: For more information contact:

Jayme Stalder, Sexual A ssault Prevention and R esponse Trainer (270) 412-5497 R osalind T hompson, Sexual A ssault R esponse C oordinator (270) 798-6383

ACS Family Advocacy Program

Self-Defense Course for Women



In recognition of Sexual Assault Awareness
Month, the Sexual Assault Prevent & Response
Program in coordination with the Clarksville
Police Department will be hosting a self-defense
course for women within the Fort Campbell
community. This course will be separated into
four sessions. Space is limited and registration
is required. There is no cost to attend.



Monday, May 1 Wednesday, May 3 Monday, May 8 Wednesday, May 10

TIME:

6:00 p.m.- 9:00 p.m.



For more information or to register, please call (270) 412-5499. The deadline to register is April 18, 2006.

Location and directions will be provided at the time of registration. Childcare will be available but space is limited.



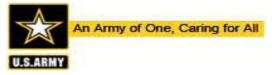
Too shameful
Don't want to get anyone in trouble
Don't know who to tell
Drunk at the time
Too much to lose
Afraid

Call the Sexual Assault Response Coordinator

DSN: 158 or 0505-764-5700

Cell: 010-4727-0553

For information or to report a sexual assault





BEFORE THE ACT LEADS YOU TO JAIL

For information or to report a sexual assault

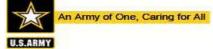
Call the Sexual Assault Response Coordinator

DSN: 158 or 0505-764-5700

Cell/Comm: 010-4727-0553

Sexual Assault Awareness Month





For information or to report a sexual assault





APPENDIX D: MYTHS AND FACTS OF SEXUAL ASSAULT FACT SHEET



Myths and Facts of Sexual Assault

МҮТН	FACT
Rape is sex.	Rape is experienced by the victims as an act of violence. It is a life-threatening experience. While sexual attraction may be influential, power, control and anger are the primary motives. Most rapists have access to a sexual partner. Gratification comes from gaining power and control and discharging anger.
A person should always fight back.	Since sexual assault is often life-threatening and each assault is unique, the best thing a victim can do is follow his/her instincts. If a victim escapes alive, he or she has done the right thing.
	This fact is underscored by the number of sexual assault victims who are injured as a result of the assault each year. Analyzing National Crime Victimization Survey (NCVS) data from 1992 to 2000, Rennison (2002) found that 39% of attempted rapes and 17% of sexual assaults against female victims, on average, resulted in injury.
Men can't be sexually assaulted.	According to the National Institute of Justice (2000), 1 in 33 men in the U.S. have experienced an attempted or completed rape at some time in their lives. In 2004, there were 101 male-on-male sexual assaults reported in the Armed Forces.



SAPR Training Support

MYTH	FACT
Sexual assaults are rare and affect few people.	In 2002, the National Crime Victimization Survey (NCVS), conducted by the Department of Justice, reported 240,730 rape/sexual assault victimizations among U.S. residents age 12 and over. In 2004, there were 1,700 reported sexual assaults in the Armed Forces. Note that sexual assault is one of the most underreported crimes in society and within the military. In a national sample of college women, less than 5% of the rapes/attempted rapes were reported to law enforcement.ii
You can tell a sexual offender by the way they look.	Sex offenders are not physically identifiable. They may appear friendly, normal, and non-threatening. Many are young, married, have children and are viewed as "top performers."
Most victims are assaulted by a stranger.	Most sexual assaults are committed by a person the victim knows, or has just met. In the 2002 NCVS, friends or acquaintances perpetrated a little over half (52%) of the rape/sexual assault against males. In the case of female victims, 57% of the rapes or sexual assaults were perpetrated by friends or aquaintances, while 10% were perpetrated by intimate strangers, 2% by other relatives, and only 28% by strangers.

SAPR Training Support

мүтн	FACT
Sexual assaults are impulsive, uncontrollable acts of sexual gratification. Most are spontaneous acts of passion where the assailant cannot control him/herself.	Sexual assault is a premeditated act of violence, not a spontaneous act of passion.
Only certain kinds of people get assaulted.	Offenders act without considering their victim's physical appearance, dress, age, race, gender, or social status. Assailants seek out victims who they perceive to be vulnerable.
Most sex offenders only commit one assault.	Most offenders assault multiple times- until caught. Often they have committed other crimes as well, including robbery and child molestation.
	In one sample of 122 undetected—or those not involved in the criminal justice system—rapists, the group as a whole admitted to 386 acts of rape, 20 other acts of sexual assault, and 264 acts of battery against intimate partners.
The way a woman dresses affects the likelihood she will be sexually assaulted.	The way a woman dresses and/or acts does not influence the attacker's choice of victim. Offenders are looking for available and vulnerable targets.

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ⁱ Rennison, C.M. (2002). *Rape and Sexual Assault: Reporting to the Police and Medical Attention, 1992-2000.* U.S. Department of Justice, Bureau of Justice Statistics Selected Findings: Washington, DC.

Fisher, B.S., F.T. Cullen, and M.G. Turner. (2000). *The Sexual Victimization of College Women. U.S. Department of Justice*. National Institute of Justice: Washington, DC.

ⁱⁱⁱ Rennison, C.M. and M. Rand. (2003). *Criminal victimization, 2002.* U.S. Department of Justice, Bureau of Justice Statistics: Washington, DC.

 $^{^{}m iv}$ Lisak, D and Miller, P. (1999). Unmasking the Undetected Rapist. National Symposium on Non-Stranger Sexual Assault.